

Checklist for Temporary Worker Housing Construction Standard

This checklist is provided to facilitate Department plan review of Temporary Worker Housing Construction Standards. Please provide the information requested, and complete the appropriate sections for temporary worker housing site.

On February 17, 1999, the Washington State Department of Health, Temporary Worker Housing Construction Standards went into effect that give the Department of Health (DOH) the authority to conduct plan reviews and issue building permits for buildings to be used for temporary workers located on a rural worksite, usually the grower's land.

The authority having jurisdiction (AHJ), the county or city where the building will be located, is responsible for issuing approvals for potable water, onsite sewage disposal system, land use requirements for the height, property line set backs and road access.

Washington State law requires (1) adequate supply of drinking water be provided to each building site prior to issuance of the building permit, and (2) a functioning, approved onsite sewage system for treatment and disposal of human waste and wastewater. Contact your local county health department for more information and assistance.

Plan Review Requirements

Please submit this completed checklist, along with a Construction Review Services (CRS) application, appropriate review fee, and all the required information needed to fully define the proposed project and how it conforms to the governing regulations.

- ☐ Submit a completed CRS application.
- ☐ Appropriate review fee (WAC 246-359-990). (See below.)
- ☐ Site Plan (see attached sample).
- ☐ Camp Site Approval Requirements for Plan Review (see Block 6 – addendum to CRS Application), per WAC 246-359-150 for the following:
 - ☐ Approval for water from AHJ.
 - ☐ Approval for sewage disposal system from AHJ.
 - ☐ Approval for building height, property line setbacks, and road access from AHJ.

If you have any questions or need assistance in obtaining the required approvals for camp site location, water, sewer or zoning issues, please contact Skip Steinmetz, Migrant Farmworker Housing Program Technical Advisor, at (509) 961-5927.

- ☐ Two (2) sets of the building construction plans, including:
 - Foundation Plan
 - Floor Plan
 - Cross-section View
 - Elevations
 - Mechanical Layout
 - Electrical Layout
 - Plumbing Layout
 - Specifications
 - Door Schedule
 - Window Schedule
 - Hardware Schedule
 - Finish Schedule

Design-build documents must be included with the balance of the construction documents before any of the construction documents will be reviewed.

Reviews are given a 14-day target date. The goal of CRS is to receive, review, and approve your project with the initial 14-day review. This can be accomplished by your quick response to all questions and requests for additional information presented by CRS. If required, re-submittals must contain written responses to each CRS review comment, in addition to two (2) sets of drawings (if requested).



Construction Review Services

P.O. Box 47852
Olympia, WA
98504-7852

tel: 360-236-2944
fax: 360-236-2901
email: dohfsllcrs@doh.wa.gov

www.doh.wa.gov/crs

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Building Plan Approval

You will be notified in writing with a “plan review approval letter” (Letter of Transmittal). Once approved, you will have one (1) year from the approval date to submit the Construction Permit Fee or the plan review approval will expire and you will have to start the process from the beginning.

Your project’s status is available to you online at www.doh.wa.gov/crs throughout the review. If you have any questions, please contact CRS at (360) 236-2944.

Please mail all materials to:

Mailing Address	Physical Address
Department of Health Facilities and Services Licensing Construction Review Services P.O. Box 47852 Olympia, WA 98504-7852	Department of Health Facilities and Services Licensing Construction Review Services 310 Israel Road, S.E. Mail Stop 47852 Tumwater, WA 98501

Temporary Worker Housing Construction Standard WAC 246-359-990 Fees.

Table 1, Fee Table			
Square footage of project review		Construction plan review fee	Construction permit or inspection fee
Part A.	Up to 1,000 square feet	\$330	\$550
Part B.	For each additional 100 square feet or fraction thereof	\$ 15	\$ 30
Part C.	Preapproved plans	\$ 66	\$550
	For each additional 100 square feet or fraction thereof	\$ 3	\$ 30
Part D.	Factory Assembled Structures, for example, manufactured homes, park trailers, modular buildings	\$ 66	\$550
	feet or fraction thereof	\$ 3	\$ 30
Part E.	Additional plan reviews, conducted after initial approval; and Variance requests	\$47 per hour (two hour minimum)	
Part F.	Additional and investigation inspections	\$47 per hour (two hour minimum)	
Part G.	On-site technical assistance visits	\$47 per hour (two hour minimum)	

[Statutory Authority: RCW 70.114A.081. 99-03-065, § 246-359-990, filed 1/18/99, effective 2/18/99.]

EXAMPLE

1,150 sq. ft. building – 2 bedrooms, living room, kitchen (sink and range hood exhaust fan) – dining, one bath (sink, water closet, tub, or shower with exhaust fan), laundry room (washer, dryer with exhaust fan), hot water heater and one outside hose bib (with atmospheric breaker). The heating system is electric zoned heat (wall heaters or baseboard – one in the living room and 2 bedrooms). The electrical permit obtained from Labor and Industries.

Plan Review:

1,000 sq. ft. = \$330

100 sq. ft. = 15

50 sq. ft. = 15

Fee = \$360

Building Permit:

1,000 sq. ft. = \$550

100 sq. ft. = 30

50 sq. ft. = 30

Fee = \$610

Plan Review \$360

Building Permit 610

TOTAL FEES \$970

Building Permit Requirements

Prior to starting construction, please submit the appropriate Construction Permit Fee to CRS within one (1) year of the Plan Approval date. Upon receipt of the required Construction Permit Fee, CRS will issue a Construction Permit.

Once the permit is issued, the applicant is responsible for contacting CRS to schedule inspections at least 48 hours prior to the requested inspection date. (For example, if you want to pour a concrete foundation on Saturday, you will need your footings and foundation forms approved by Friday. Therefore, you will need to call by Wednesday to arrange for the inspection.)

Please be sure to include your name, Construction Permit Number, phone number, site address, and directions to the site.



*“Construction
Review Services
protects and
improves the
health and safety
of people in
Washington by
providing
professional
consultation and
review for the
design and
construction of
licensed or
certified care
facilities for our
customers.”*

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